

MEETING OF THE TRANSPORTATION AUTHORITY OF MARIN

THURSDAY, APRIL 28TH, 2005

Commissioners Present: Steve Kinsey, Chair, Marin County Board of Supervisors
Al Boro, Vice Chair, San Rafael City Council
Susan Adams, Marin County Board of Supervisors
Charles McGlashan, Marin County Board of Supervisors
Cynthia Murray, Marin County Board of Supervisors
Paul Albritton, Alternate, Sausalito City Council
Peter Breen, San Anselmo Town Council
Joan Lundstrom, Larkspur Town Council
Melissa Gill, Corte Madera Town Council
Pat Eklund, Novato City Council
Dick Swanson, Mill Valley City Council

Commissioner Absent: Hal Brown, Marin County Board of Supervisors
Jerry Butler, Belvedere City Council
Tom Byrnes, Ross City Council
Alice Fredericks, Tiburon City Council
Lew Tremaine, Fairfax City Council

Staff Members Present: Craig Tackabery, TAM Executive Director
Tho Do, Transportation Engineer
Art Brook, Senior Transportation Engineer
Jack Baker, Senior Transportation Engineer
Jessica Woods, Recording Secretary

Chair Steve Kinsey called the Transportation Authority of Marin Meeting to order at 7:34 p.m.

1. TAM Annual Selection of Chair and Vice Chair, Review Commissioner Committee Appointments, and Review of Ex-Officio Members

Craig Tackabery, Executive Director, recommended that TAM elect a Chair and Vice Chair; review current TAM member committees and appointments and make any changes, if desired; and provide direction to staff to prepare an agenda item for the May TAM Board meeting to consider a resolution to establish Ex Officio members to the Authority, if desired.

- a. Selection of Chair and Vice Chair

Vice Chair Boro nominated Commissioner Kinsey to continue as Chair of TAM.

Chair Kinsey asked for a motion.

Commissioner Boro moved and Commissioner Murray seconded, to elect Commissioner Kinsey as Chair of TAM. The motion carried unanimously by TAM.

Commissioner Murray nominated Commissioner Boro to continue as Vice Chair of TAM.

Chair Kinsey asked for a motion.

Commissioner Murray moved and Commissioner Eklund seconded, to elect Commissioner Boro as Vice Chair of TAM. The motion carried unanimously by TAM.

b. Commissioner Committee Appointments

Chair Kinsey indicated his interest to participate in the Highway 101 HOV Gap Closure Committee.

Chair Kinsey asked for a motion.

Commissioner Eklund moved and Commissioner Swanson seconded, to accept the Commissioner Committee appointments as identified. The motion carried unanimously by TAM.

c. Ex-Officio Members

Commissioner Murray desired ex-officio members to be agency staff, in order to encourage staff's participation and attendance, and not to have elected ex-officio members.

Chair Kinsey did not have a strong preference in regard to this matter and asked for other input from TAM.

Commissioner Breen stated that if a need arises and TAM felt a compelling need to move forward then they could do so, but at this time it is not necessary or appropriate. TAM agreed.

Chair Kinsey announced that they would not move forward with this matter.

2. **Commissioner Matters not on the Agenda**

Commissioner McGlashan announced that a pilot shuttle program for Muir Woods would start this summer. He stated that the first day of service should be Saturday, May 28th,

2005. The shuttle would run every weekend and holiday through Labor Day. Also, the launching ceremony is tentatively scheduled with Congresswoman Woosley on Saturday, May 21st, 2005 located at the Gateway Shopping Center at 12:30 p.m. He then extended the invitation to TAM to celebrate the launch of this experiment.

Chair Kinsey stated that Dr. Sandra Rosenbloom from the University of Arizona, who is considered to be a recognized expert in the issues of accessibility, will be in the Bay Area at the invitation of MTC to discuss the issue of accessibility and accessible taxis on May 9th. Also, on May 10th there would be a workshop in Marin County during the lunch hour that will provide the County the opportunity to know what it would take to have accessible taxis in Marin County. He welcomed TAM to participate at the workshop. He then thanked Saaïd Fakhrazadeh from the County DPW for helping to get that event organized as well as Craig Yates for bringing the idea forward

3. Approval of TAM Minutes of March 24, 2005

TAM noted a few minor changes to the Minutes of March 24, 2005.

Chair Kinsey asked for a motion.

Commissioner Swanson moved and Commissioner Adams seconded, to approve the minutes of March 24, 2005 as amended. The motion carried by a 10:1 vote by TAM with Commissioner Lundstrom abstaining.

4. Executive Director's Report

Craig Tackabery, Executive Director, noted that the Executive Director Recruitment closed on Friday with 37 applicants, and that the consultant is currently reviewing the list. Staff also reminded TAM that the meeting on May 26th would start at 4:00 in order to interview the recommended candidates from the Executive Committee. Staff indicated that after publication of the packet, Item A had the wrong staff report attached and there were changes to the documents for items 9 and 11, which staff provided to TAM. He then reminded TAM about the two new Committees that are being formed, a Technical Advisory Committee and a Citizens Oversight Committee. He further noted that the applications are due by May 9th, 2005.

Commissioner Eklund requested an email in regard to the applicants received to date for the two new Committees. Staff responded in the affirmative.

Chair Kinsey discussed the STP/CMAQ federal money and the reality was not only the result of hard work in passing a sales tax, but also a tremendous amount of staff time, and in particular, negotiating with other CMA directors. He then thanked Executive Director Tackabery for a job well done.

4. Commissioner Report **a. Executive Committee**

Vice Chair Boro reported that the Executive Committee met on April 13th, 2005. They talked about the Congestion Management Plan and the scope of work would be brought forward tonight. Also, they reviewed the Safe Routes for Schools RFP that is also on the agenda for tonight.

Chair Kinsey noted that the Safe Routes to School program has in the past used MTC for School Pool rideshare efforts, and that the minutes reflect the fact that the MTC Regional Rideshare is no longer the provider of that service, and the new MTC contractor is not contracted to provide that support. Executive Director Tackabery announced that there is a meeting scheduled on Monday and that TAM's consultant would discuss that matter with MTC and the current Safe Route Contractor. Chair Kinsey stated, that if School Pool is an important part of the program, that whoever responds to this must be prepared, and be able to incorporate it into the program, because there would likely be an economic impact if TAM desired to keep a model or database alive.

b. Marin-Sonoma Narrows Policy Advisory Groups

Commissioner Murray had no report.

c. SMART

Vice Chair Boro reported that SMART discussed fully supporting the \$7 million RM2 allocation for the Cal Park tunnel project and that application has been made to MTC. Also, they discussed development potential in Santa Rosa at Railroad Square. Staff of the Redevelopment Agency in the City of Santa Rosa, along with SMART staff, established a great list of responsibilities as to who has the lead and where the responsibilities are shared. He added that it seems at this time that there is agreement with the staff of the Redevelopment Agency. He further noted that the issue would go before Santa Rosa's Redevelopment Agency next month and then back to SMART.

6. Caltrans Report

Craig Tackabery, Executive Director, introduced Doanh Ngyen who is the new Chief of Project Management in the north counties. Mr. Ngyen then introduced Jit Pandher who provided TAM with a power point presentation on current Marin County projects as follows:

- Giacomini Gulch Wildlife Crossing
- Golden Gate Botanical Management Area-Marín 101
- Marin 101 HOV Gap Closure Projects
- Marin 101 HOV Gap Closure – Central San Rafael
- Marin 101 HOV Gap Closure – Puerto Suello Hill
- 2004 SHOPP Projects
- Marin County – Minor Projects

Commissioner Adams asked staff about SMART moving the wall and bike/pedestrian access. Executive Director Tackabery responded that Nolte, as TAM's consultant is taking the lead on developing alternatives and staff would brief TAM at the next meeting.

Commissioner Eklund receives many complaints about the condition of the park-n-ride facility and asked staff if that is a fundable project under the SHOPP Program or how could TAM help Caltrans to upgrade those facilities in regard to security, paving, and lighting concerns. Caltrans representative agreed to investigate the matter.

Chair Kinsey asked staff to provide a status report on the 101/580 Project Study Report (PSR) at that interchange. Executive Director Tackabery received a draft, but staff put it on hold until TAM is clear about what they desired in that area. Currently, the City of San Rafael is conducting a staff level review.

Commissioner Murray indicated that there was a request by the Marin-Sonoma Narrows Policy Advisory Group about the Petaluma Bridge on U.S. 101 being moved up to the SHOPP Program and asked staff for a status report. Executive Director Tackabery reported that he understood SCTA received a letter that there are no SHOPP funds for the Petaluma Bridge project.

7. Metropolitan Transportation Commission Report on Transit Oriented Development Policy

Evelyn Baker, representing, Marin Transportation Commission on behalf of James Corless, provided a power point presentation on Preliminary Regional Policy and Incentives to encourage transit oriented development that included the following:

- Regional Smart Growth Policies
- Key Resolution 3434 Projects
- Transportation – Land Use Platform
- TOD Policy Goals
- Preliminary TOD Policy
- Performance Measures
- Performance Measures Based on:
 - Exemplary Stations – National and Local
 - Bart Policy for BART Mode
 - FTA Policy as a consideration
 - Current and planned levels of development around station in the Bay Area
 - Trends and Market Demand Analysis
- Performance Measure Options
- Performance Measure: Varies based on transit type
- Performance Measure: Averaged along corridor
- Commuter Rails Performance Measure Option
- Mountain View Caltrain Station
- San Mateo Downtown Caltrain Station
- Downtown Palo Alto Caltrain Station
- San Mateo Caltrain Station

- Corridor Working Groups
- Station Area Plans
- Current TOD Case Studies Underway
- Smart Corridor Outreach
- TOD Policy Timeline

Ms. Baker provided the following for those that desired additional information:

- http://mtc.ca.gov/planning/smart_growth/tod.htm
- ebaker@mtc.ca.gov
- Ms. Baker's phone number: (510) 464-7753

Commissioner Adams desired baseline data currently of population, housing and jobs that are at proposed stations in order to receive an idea of how the County must grow in those areas should they move forward. Also, she asked why there is no study regarding bus service that runs through major corridors, which she believed would be an important assessment. Ms. Baker responded that they have baseline data. In developing their thresholds, they reviewed three or four data sources and received information about population and employment figures. Also, they reviewed ABAG projections for year 2030; what was expected; and looked at the numbers developed as part of Smart Growth Strategy/Regional Liability Footprint Project. She stated that data has been shared with community development directors, was in response to the direct request at the first joint meeting held for the Marin and Sonoma County Planning Directors.

Chair Kinsey added that during the focus groups they had the information on the 2030 Plan and several other development scenarios. The presentation showed a base case scenario, versus the 2030 Plan, versus a third model that showed the Smart Growth Strategy. He noted that the presentation is available on the website in order to understand the existing population trends as it relates to these goals.

Commissioner Adams believed two components of this are based on some of the ABAG projections. At a past ABAG meeting, a presentation indicated that what they were projecting was actually not what had happened. There was less population and less job growth than anticipated. Part of this is attributed to the economy. She desired a better understanding for how those adjustments are made as they receive the real numbers and move forward. Ms. Baker responded that the information is available on the website as a graphical representation in regard to Chair Kinsey's comments. Ms. Baker noted that Resolution 3434 applies only to transit expansion projects, so projects such as bus rapid transit are included in Resolution 3434 and subject to TOD policy, but typical bus operations would not be subject to Resolution 3434.

Chair Kinsey stated that this policy is the Commission's first effort to attach land use principles to using discretionary funds to support transit expansion. They identified a list of projects called "3434," SMART Commuter rail was included in that Resolution 3434, but there was no 101 bus transit corridor included, so there would be no criteria applied. He added that the dollars that are discretionary are relatively fully allocated and are anticipated to be used for the identified funding sources to these projects in the Bay Area.

Commissioner Adams stated that when there is the opportunity to have an improved and faster corridor to run buses through, that she hoped the area would be considered in the future for funding. Chair Kinsey noted that the Resolution includes a regional bus program. As it related to the identified list of projects, one could not be swapped out for another.

Commissioner Lundstrom discussed the numbers with the Larkspur Planning Director to know about a Larkspur Transit Station. They have about 900 people and the projection for ABAG was 1,700 people, so it would project to double the number of people at the Larkspur Station. They are in the process of improving the last piece of vacant land. In her view it would go quite a bit beyond that and this is nowhere near 6,000 for rail and ferry. She asked if for some reason there was a Larkspur Train Station and this was a standard, could that be mandated upon them and use of eminent domain be undertaken to make that density. Ms. Baker responded that to her knowledge that is not the purpose of the TOD policy. She added that development potential around Larkspur fits in with the entire corridor and they are reviewing it at a corridor level. She further added that the point of TOD is to meet the threshold on a corridor level and not mandate density to any one jurisdiction.

Chair Kinsey stated that this is a volunteering program and did not mandate changes in land use. If agencies desired to access certain funds, then as a corridor they would apply and show how to meet a certain criteria, so there would be no intention of condemnation and there is no intent to preempt local land use.

Commissioner Breen clarified that this is corridor wide and they are looking at projects such as Railroad Square in Santa Rosa, and the tremendous amount of development occurring in Petaluma around the Theater District, and possibly some development in Novato. His understanding is that the radius is a half-mile out, so that would make it a lot easier to work with. So, if there are areas that wanted to participate in the planning funding if they meet these criteria they could benefit from the planning funds. He explained that in his view it is thinking regionally and the County and community would not lend itself to wide-open development

Commissioner Eklund expressed concern for not ever reaching that threshold. She stated that they must encourage the entire corridor. Also, the half-mile radius might be expanded out. She explained that many who take public transit must walk a mile to get to the bus.

Commissioner Albritton discussed concerns of the WTA and noted that respective ferry terminals are located in areas around water, which should be taken into consideration. Ms. Baker responded she reviewed what percentage of the radius around stations is on land and what would be a reasonable adjustment to the threshold to accommodate ferries, so they are considering that aspect. Commissioner Albritton stated that the analysis must be adjusted geographically. Ms. Baker responded that they take the feedback very seriously.

Commissioner Murray expressed concern for those that have a job in Marin County. Is a resident of Marin County being counted twice? Ms. Baker responded that if the census counted an individual twice, then they did the same. Commissioner Murray believed it would be important in her view to look at this from an incentive standpoint and there should be an emphasis on the senior and student population as well as commuters, so those numbers should be captured as well as jobs. She suggested looking at incentives in order to have more transit subsidies for seniors and students in order to build transit ridership. She recommended taking the next couple of steps to know how much must be done other than placing ferries in proximity because it would not necessarily achieve the goal. Also, providing other services such as childcare, convenience stores, and a post office would be beneficial to ridership. She believed the key is integration. Also, in regard to stations, they should definitely work toward locating stations where development is welcome. She also noted that Marin County is a huge tourist area, and it would be a great way to get vehicles off the roads if tourists used the train.

Vice Chair Boro reiterated that the position of SMART is that they would not initiate any zoning changes to any property unless it is in cooperation with the surrounding community. He further explained that SMART would not force a City to change zoning.

The item was opened to public comments.

David Schoenbrun, representing, TRANSDEF, stated that there is no history of transit-oriented development in suburbs. He added that the entire issue of transit-oriented development is a major change in real estate investment. He stated that people tend to remain auto oriented and once an individual owns a vehicle they would use it rather than taking public transit. Also, studies show that most people nearest to transit are most likely to take transit; within a half-mile are less likely; and outside that half-mile are not likely at all.

Karen Nygren, Marin resident, pointed out that the 2000 census data created a need for a particular location, and it might be helpful to review all SMART stations. She suggested after receiving that information to come back with analysis or mapping of certain stations at today's levels, which would be very helpful to the community rather than using the census basis.

Don Wilhelm, Novato resident, noted that SMART has conducted very detailed studies on transit-oriented development and recommended that TAM review their maps. SMART has determined what residential and commercial buildings are within the half-mile radius, taking into account obstructions such as freeways and waterways. Also, in regard to bus service, graphics show express bus through the Golden Gate Corridor, so it is not quite clear what it would take to get a bus system considered under this program.

Margaret Zegart, Mill Valley resident, believed the most important issue is shuttling from parking areas, which should be considered.

Chair Kinsey thanked Ms. Baker for presenting this information to TAM. He then announced that MTC is still on track for a June decision on this policy.

8. TAM Organizational Analysis Final Report

Carmen Clark, Consultant, summarized the staff report and recommended that TAM accept the Organizational Analysis Report; select Organization Scenario #4 as the model to be used for TAM startup; direct staff to make assumptions regarding the employee start date for each position during FY 2005/06 budget; and direct staff to prepare class specifications for each position and conduct a salary survey.

Commissioner Lundstrom agreed to focus on TAM and the Countywide Planning Agency (CWPA) might be an issue to review in one to two years. She stated that it is a well-stated and well-defined analysis in terms of deliverability because they must wrestle with some very critical issues and start delivery of projects and programs. She pointed out that they are starting at ground zero and they have a tremendous challenge. They must truly have the confidence that they can meet that challenge. Also, she served on the City County Planning Commission (CCPC), which did not work because specialized staff is needed. The City of Larkspur was the only City that had presented a project that had regional implications. They received good feedback, but the City of Larkspur was very reluctant to take this project and be the “guinea pig.” She noted that they did follow the input from a regional standpoint but it took a lot of staff time to present the project. She noted that all the other cities did not want to be superseded by an outside agency on local land use. She indicated that there are critical issues to making it real as opposed to abstract. She further agreed with the recommendation.

Commissioner McGlashan is alarmed about the idea of the County losing a venue to consider land use, but the work at TAM is enormous and startup is challenging. He cannot imagine adding the burden of additional land use dialogue and countywide planning dialogue to this situation. Also, every time they make a transportation decision they must consider the land use implications and necessity for the sake of sustainability. Also, the other idea is that the Countywide Planning Agency in his view needs a home to share ideas. He stated that one idea at LAFCO was to consider establishing a venue where Countywide-planning issues could come forward in the context of land use. He is not sure if that is feasible at LAFCO, but if TAM does not focus on land use and countywide planning, they must make sure that their decisions on transportation constantly refer back to the land use implications and the desired outcomes.

Commissioner Adams agreed that TAM must stay focused on the transportation issue, but she is also very concerned about losing the opportunity that they had as a County to have a discussion about planning overall the County’s land use in a sustainable way. They have possibly some water and energy issues. She agreed that CWPA must have a broader discussion to know if they are all in alignment with each other, but by not having a venue to have discussions she thinks they would lose a valuable process. Also, the issue with LAFCO is that they include special districts at the table, but LAFCO has a different purpose and it may not be within the purview of LAFCO.

Commissioner Murray agreed with the recommendation that they do not at this time engage TAM in anything other than being successful as a Transportation Authority. Also, the formal process was one that was not working well, and if they want to work together on countywide planning there are information processes that could occur. She believed there are ways to continue integrating their planning and have dialogue. Also, she chaired the Bay Area Water Forum, which is a group that works with Water Districts, Sanitary Districts, Flood Control District, Stormwater Districts, and Environmental Agency's and Businesses who look at doing integrated regional water management planning, and doing it on an informal basis, so there are ways to move forward.

Chair Kinsey asked staff about the piece related to the transit idea on page 2 that noted that it would take a legislative acts at the State level, but it did not mention a vote of the people, which he had been under the impression is required. Executive Director Tackabery responded that after legislative acts at the state level, dissolution required a vote of the people, but it appears to be a legislative act by both bodies to consolidate.

Chair Kinsey supports the recommendation at this time. Also, he made it clear that the County of Marin no longer has the financial resources to provide staffing to this function and he did not envision that there are any resources currently available to support the countywide planning process. He added that if they decided in the future to move this forward, that this is the right body of officials to be members of the CWPA, and that they need to think about digging into their collective pockets to pay for these kinds of support services.

Vice Chair Boro agreed with the recommendation.

Commissioner Eklund agreed that they must focus right now on getting started, but she also agreed with the statements that to be successful as a Transportation Authority they must have transit as well as planning as part of this body. She suggested that once an Executive Director is on board, maybe in a year or two years that they make a conscience decision to revisit this issue.

Commissioner Swanson noted his support for the recommendation as well.

Commissioner Breen agreed with the recommendation and agreed to revisit this issue at a future time.

The item was opened to public comments.

Karen Nygren, Marin resident, recommended adding a statement that was within the mission to indicate that the mission was to also support land use and within TAM's goal to try and create transit centers and think about station sites. She requested that TAM think carefully about this decision. She then recommended meeting every other month as a Countywide Planning Agency.

TAM then discussed the Scenarios as presented in the staff report.

Commissioner Murray preferred Scenario #3 because they are very new. She has a strong sense that they must be accountable and clear to the public as far as responsibilities and Scenario #3 has more defined goals and responsibilities that would be easier for the public to grasp in order to avoid misunderstandings and to have great accountability.

Commissioner Breen desired Scenario #4.

Commissioner Gill agreed with Scenario #4 for the flexibility.

Commissioner Lundstrom agreed with a Scenario #4 as a startup.

Commissioner Swanson supported Scenario #3 and believed Scenario #3 would work, but Scenario #4 is more of a startup organization.

Commissioner Eklund agreed with Scenario #4 in order to have a startup.

Vice Chair Boro agreed with Scenario #4, but recommended that it not be finalized until the Executive Director is hired. He felt Scenario #4 is a good place to start. He recommended starting with Scenario #4 and then move to Scenario #3 to provide opportunity to progress.

Consultant Carmen noted that the mission could be accomplished with any one of the scenarios provided in the staff report.

Chair Kinsey stated that he is comfortable with Scenario #4 in order to move forward and then TAM could mature to Scenario #3. He added that the recommendation suggested other matters in terms of providing direction to staff and believed that could be accommodated when an Executive Director is on board. Executive Director Tackabery responded in the affirmative.

The item was opened to the public.

David Schoenbrun, representing, TRANSDEF, called attention to Bullet 5 on page 6 in regard to the 1% cap, and asked staff to do a pro forma to look at how each of these staff members times would be allocated between all the functions to see that their salary ends of roughly at this 1% level. He expressed concern for the reference to contract personnel would augment where needed. He believed the public and the Oversight Committee would be very concerned if they see that contract staff is being used for administrative functions. He then urged TAM to conduct serious planning now to accomplish the mission within the resources made available.

Vice Chair Boro thinks this organization needs the flexibility to contract out for expertise, so flexibility is needed and to use contract help to achieve matters that cannot be reached with permanent staff is appropriate in his view.

Chair Kinsey stated that there is a sense to mature to level Scenario #3 over time, but they would give direction to startup with Scenario #4; develop some draft classification accordingly to that and be prepared to review all of this with the new Executive Director before making an ultimate decision on that issue; and to give staff the go ahead to work on the budget that would reflect this organization and appropriate classifications. Also, the financial planning team is well aware of the 1% administrative limits and would be responding to the suggestions.

Chair Kinsey asked for a motion.

Commissioner Adams moved and Commissioner Swanson seconded, to accept the Organization Analysis Report; select organization Scenario #4 as the model to be used for TAM startup; direct staff to make assumptions regarding employee start date for each position during FY 2005/06 and provide a staff budget allowance for the FY 2005/06; and direct staff to prepare draft class specifications for each position and conduct a salary survey for review by the new Executive Director. The motion carried unanimously by TAM.

Commissioner Gill excused herself from the TAM meeting at 9:32 p.m.

9. Highway 101 Carpool Lane Gap Closure Project Measure A Allocation, Financial Contribution Agreement Amendment, Approval of the Use of STP, CMAQ, and Measure A Funds for Project Construction until TCRP Funds are available

Craig Tackabery, Executive Director, summarized the staff report and recommended that TAM approve the revised Resolution 2005-03, authorizing the Executive Director to execute amendment No. 1 to Financial Contribution Agreement No. 4-1938-C regarding contribution of funds for the high occupancy vehicle lanes on U.S. Highway 101 and allocating \$10,050,000 in sales tax funds for project construction.

Chair Kinsey asked for a motion.

Commissioner Murray moved and Commissioner Swanson seconded, to adopt Resolution 2005-03, authorizing the Executive Director to execute amendment No. 1 to financial contribution agreement No. 4-1938-C regarding the contribution of funds for the high occupancy vehicle lanes on U.S. Highway 101 and allocating \$10, 050,000 in sales tax funds for project construction.

Commissioner Eklund asked staff how long it would take to generate \$10 million in sales tax. Executive Director Tackabery responded that the financial details would be presented next month with the budget.

The item was opened to the public.

David Schoenbrun, representing, TRANSDEF, stated that the Transportation Congestion Relief Program is in a very troubled state and may never produce funds and asked staff what is the fall back plan if there is no reimbursement of these funds. Executive Director Tackabery responded that they fully funded around the TCRP program, so the short fall was fully funded and assumed that the money would not be available.

The motion carried unanimously by TAM.

Chair Kinsey asked for another motion.

Commissioner Murray moved and Vice Chair Boro seconded, to adopt Resolution 2005-04, approving the use of STP, CMAQ, and Measure A Transportation Funds for the Highway 101 Carpool Lane Gap Closure Project until TCRP reimbursement is available. The motion carried unanimous by TAM.

10. Safe Routes to School Program Request for Proposal

Hank Haugse, Nolte Associates, summarized the staff report and recommended that TAM approve the RFP for distribution. Following approval, staff will distribute the RFP to the consultant community and post the RFP on the TAM website, as shown on the attached RFP process.

Commissioner Lundstrom added under Task 2E that it be a comprehensive set of materials. Also, in regard to Task 4A, she recommended having an engineer identify appropriate traffic improvements to know whether or not a bus shelter should be provided in relation to grant applications. Consultant Haugse agreed to state, “*encourage safe bicycle and pedestrian modes to school*” and include reference that pedestrian modes would include transit. Also, Consultant Haugse agreed to add program strategies to 2E.

Commissioner Adams is not clear about where in the document there was the discussion about how the money is being spent. She felt this is very programmed oriented and planning oriented, but her recollection of the money was that a portion would be for the actual development for capital projects. Consultant Haugse responded that this RFP is for implementation of the SR2S program. Capital projects would be addressed in Task 4 up to a conceptual level. There is a Safe Pathways to School Capital Program that would benefit from these activities and ideas developed in Task 4. Executive Director Tackabery noted that Task 5 talks about assisted in developing criteria, so this Consultant is helping to bring ideas forward.

Commissioner Murray asked staff about private transit such as yellow school buses. Executive Director Tackabery responded that there is a reference on the last bullet under 2E. Commissioner Murray asked if some kind of youth fare or student fare would be an appropriate task. Executive Director Tackabery responded that it is included under 2E as well.

Commissioner Eklund asked staff who would be managing the crossing guard program since it is so integral with Safe Routes to Schools. Consultant Haugse responded that they are working on the crossing guard program and he would report back at a later date. Executive Director Tackabery noted that there are two different contracts and that the firms should definitely coordinate, which is under 1B.

Chair Kinsey believed it is important that they get this RFP out.

Chair Kinsey asked for a motion.

Commissioner Breen moved and Commissioner Eklund seconded, to approve the RFP for distribution. The motion carried unanimously by TAM.

11. Agreement with the City of Larkspur Regarding Regional Measure 2 Project, Sir Francis Drake Boulevard Widening

Craig Tackabery, Executive Director, summarized the staff report and recommended that TAM approve the attached Cooperative Agreement between TAM and the City of Larkspur.

Chair Kinsey asked for a motion.

Commissioner Murray moved and Vice Chair Boro seconded, to approve the Cooperative Agreement No. 2005-02 between the TAM and the City of Larkspur.

The item was opened to the public.

David Schoenbrun, representing, TRANSDEF, stated there was an error in the transmission to MTC where there was a statement included in the recitals that environmental review had been completed for this project. In fact environmental review had been completed by notice of exemption, that was then rescinded by the City at the advice of Counsel, so there is no environmental clearance for this project.

Executive Director Tackabery responded that the City of Larkspur provided environmental compliance documentation and he had no information with regard to any material being withdrawn.

The public hearing was closed.

The motion carried unanimously by TAM.

12. Professional Service Agreement with Wilbur Smith Associates for Preparation of 2005 Update to Congestion Management Plan

Craig Tackabery, Executive Director, summarized the staff report and recommended that TAM authorize the Chair to execute the Professional Service Contract with WSA to

develop the 2005 Marin Congestion Management Program Update for an amount not-to-exceed \$64,000.

Chair Kinsey asked for a motion.

Vice Chair Boro moved and Commissioner Eklund seconded, to authorize the Chair to execute the Professional Service Contract with WSA to develop the 2005 Marin Congestion Management Program Update for an amount not-to-exceed \$64,000. The motion carried unanimously by TAM.

13. Adoption of Specification for Executive Director

Craig Tackabery, Executive Director, summarized the staff report and recommended that TAM adopt the attached specification for the Executive Director.

Chair Kinsey asked for a motion.

Vice Chair Boro moved and Commissioner Breen seconded, to adopt the attached specification for the Executive Director. The motion carried unanimously by TAM.

14. Resolution Authorizing the Examination of Transactions (Sales) and Use Tax Records

Craig Tackabery, Executive Director, summarized the staff report and recommended that TAM adopt Resolution 2005-05, thereby authorizing the examination of transactions (sales) and use tax records.

Chair Kinsey asked for a motion.

Commissioner Murray moved and Commissioner Eklund seconded, to adopt Resolution 2005-05, thereby authorizing the examination of transactions (sales) and use tax records. The motion carried unanimously by TAM.

15. Consider Supporting State Transportation Legislation, GoCalifornia Package, SB 1020, ACA 15, Status Report on AB 1623

Craig Tackabery, Executive Director, summarized the staff report and recommended that TAM discuss the pending legislation and provide direction to staff.

Chair Kinsey recommended continuing this matter to another meeting due to the late hour. TAM and staff agreed.

16. Award of Projects for Transportation Funds for Clean Air Program

Craig Tackabery, Executive Director, summarized the staff report and recommended that TAM approve all seven projects in the table.

Chair Kinsey asked for a motion.

Commissioner Murray moved and Commissioner Eklund seconded, to approve all seven projects shown in the table.

The item was opened to the public.

David Schoenbrun, representing, TRANSDEF, stated that there has been a very haphazard collection of projects that arrived and strongly urged there to be a focused effort to set goals and then solicit projects that meet the focus of strategic goals. He also requested that staff send out emailed notices for the TAM Committee meetings. Executive Director Tackabery responded that the Ad Hoc Committees are generally not public meetings. Chair Kinsey agreed to take his comments into consideration.

Commissioner Adams stated that Los Ranchitos Road Class 2 Bikeway has been on the priority list for a couple of years and now that the County has some Measure A funds there is an opportunity to complete that project. She did not agree that it has been a haphazard collection of projects and felt all projects help them to meet their goals.

The motion carried unanimously by TAM.

17. Addendum to Professional Services Agreement with CD + A for Services Related to the Transportation Planning and Land Use Solutions (TPLUS) Work Program

Craig Tackabery, Executive Director, summarized the staff report and recommended that TAM authorize the Chair to execute the Second Addendum to the Professional Service Agreement with Community Design and Architecture, which would amend the scope of consultant service for the TPLUS program and extend the length of the existing contract to June 30, 2006.

Chair Kinsey asked for a motion.

Commissioner Eklund moved and Commissioner Lundstrom seconded, to authorize the Chair to execute the Second Addendum to the Professional Service Agreement with Community Design and Architecture, which would amend the scope of consultant service for the TPLUS program and extend the length of the existing contract to June 30, 2006. The motion carried unanimously by TAM.

18. Suggestions for Future Agenda Items

TAM commended Executive Director Tackabery on this quite detailed agenda packet.

19. Open Time for Items Not on the Agenda

Deb Hubsmith, representing, Marin Bicycle Coalition, announced that May is National Bike Month and the Metropolitan Transportation Commission sponsors a bike to work day that would occur on May 19th, 2005. She then announced that all the information could be found at: www.511.org.

Chair Kinsey adjourned the TAM meeting at 10:06 p.m.